

**GEORGIA STATE BOARD OF
NURSING HOME ADMINISTRATORS
MINUTES
December 19, 2011**

The Georgia State Board of Nursing Home Administrators held a conference call meeting on Monday, December 19, 2011 at 237 Coliseum Drive, Macon, Georgia 31217 for the express purpose of voting on the recommendations of the Board Committee from December 8, 2011 meeting (No Quorum).

Members Present:

Barbara Baxter, Chair
Terrell Cook, Vice Chair
Norma Jean Morgan
Christi Card
Philip Stone
Scott Kroell
Carol Robinson
Maxine McCullar
Pamela Griffin, Consumer Member

Board Members Absent:

W. Dennis Taylor, Jr., M.D.
Dr. Maranah Sauter

Others Present:

Brig Zimmerman, Executive Director
Amelia Baker, Assistant Attorney General
Amanda Allen, Board Support Specialist

Ms. Baxter, Board Chair, established that a quorum was present and called the conference call meeting to order at 11:31 a.m.

Agenda:

Approved as presented

Board Announcements:

Ms. Maxine McCullar has been reappointed to the Board (Term Expires 06-04-2014)

Minutes:

Mr. Cook motioned, Mr. Kroell seconded, and the Board voted to approve the minutes from the following meeting dates as presented and reviewed by the sub-committee. None opposed, motion carried.

- September 08, 2011-Board meeting
- October 20, 2011-Conference Call

Correspondences:

Ms. Morgan motioned, Mr. Kroell seconded, and the Board voted to allow the administrative staff to respond to all correspondences presented to the sub-committee as directed. None opposed, motion carried.

Board Rule:

Following review and discussion of proposed amendments for several Board rules before the Board, Ms. Card motioned, Mr. Kroell seconded, and the Board voted to post the proposed amendments to the following rules for the 30-day minimum requirement upon the receipt of the memo of authority, consisting of no recommendations for changes or revisions to the proposed amendments, from the Attorney General's office:

- Rule 393-2-.01-Definitions (Additional/New proposed amendment)
- Rule 393-5-.03 Reinstatement (Revised from 12-8-11 committee meeting)
- Rule 393-13-.01-Requirements (Revised from 12-8-11 committee meeting)
- Rule 393-13-.02- Sources (Revised from 12-8-11 committee meeting)
- Rule 393-13-.03- Documentation (Revised from 12-8-11 committee meeting)

Board Policy:

Unlicensed Practice: Fine Scale Policy

Applicants determined to have practiced the profession without a license for less than 1 calendar month (30) days may be reinstated with a letter of concern. Applicants determined to have practiced the profession for more than one month may be offered an administrative consent agreement for licensure with a public reprimand and a fine as follows:

- \$1500.00 per year of practicing without a valid license. Anything less than one year; amount will be determined by the Board.

For the purpose of unlicensed practice, administrative consent agreements for licensure, the Board considers the calendar month as violation rather than actual number of days, such that an applicant that works on the last day of the month and the first day of another month will be considered as two months of unlicensed practice.

Mr. Cook motioned, Ms. Morgan seconded, and the Board voted to accept the fine policy for unlicensed practice as stated above. None opposed, motion carried.

Executive Session:

Mr. Cook motioned, Mr. Kroell seconded, and the Board voted to enter into Executive Session in accordance with O. C. G. A. §43-1-2(k) (1) (2), § 50-14-2 (1), and 43-1-19(h) (2) &(4), to deliberate on applications, complaints, and to receive the Assistant Attorney General's, and Cognizant reports. Voting in favor of the motion were Baxter, Cook, Sauter, Stone, Griffin, Kroell, Griffin, and Robinson.

At the conclusion of Executive Session on Monday, December 19, 2011, Ms. Baxter declared the meeting to be "open" pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq.

Applications:

Ms. McCullar motioned, Ms. Morgan seconded, and the Board voted to accept the recommendations on the applications for licensure as presented to the sub-committee at the scheduled Board meeting December 8, 2011. None opposed, motion carried.

Ms. McCullar motioned, Ms. Morgan seconded, and the Board voted to accept the recommendations on the Administrator in Training monthly reports as presented to the sub-committee at the scheduled Board meeting December 8, 2011. None opposed, motion carried.

Professional Practices Committee Report:

Ms. Morgan motioned, Ms. Card seconded, and the Board voted to accept the recommendations of the Professional Practice Committee Report as presented to the sub-committee at the scheduled Board meeting December 8, 2011. None opposed, motion carried.

Attorney General's Report:

Ms. Amelia Baker, Assistant Attorney General provided a status report to the Board, which included information on any cases referred for action, requests for advice and/or requests for authority for proposed rules.

Mr. Cook motioned, Ms. Card seconded, and the Board voted to approve the Assistant Attorney General's report as presented. None opposed, motion carried.

Legal Division Presentation:

- V.M.

After an in-depth discussion, Mr. Cook motioned, Ms. Morgan seconded, and the Board voted to respectfully uphold their original decision, application denied. None opposed, motion carried.

- J.T.

After an in-depth discussion, Mr. Cook motioned, Ms. Morgan seconded, and the Board voted to uphold their decision. License will be reinstated upon the receipt of a signed public reprimand with fine. None opposed, motion carried.

Additional Business:

1. 2012-2013 Board Officer Elections:
 - a. Ms. Morgan motioned, Ms. Robinson seconded, and the Board voted to re-elect Ms. Barbara Baxter as Chair. None opposed, motion carried.
 - b. Ms. Morgan motioned, Ms. Robinson seconded, and the Board voted to re-elect Mr. Terry Cook as Vice-Chair. None opposed, motion carried.

With no additional business to be discussed, Ms. Morgan motioned, Mr. Cook seconded, and the Board adjourned the conference call meeting at 12:20 p.m.

Minutes recorded by:

Amanda M. Allen, Board Secretary

Minutes reviewed and edited by:

Brig Zimmerman, Executive Director

Barbara Baxter, President

Brig Zimmerman, Executive Director

These minutes were signed and approved on March 29, 2012